



中國航天國際控股有限公司  
**CHINA AEROSPACE INTERNATIONAL HOLDINGS LIMITED**  
*(Incorporated in Hong Kong with limited liability)*  
(Stock code: 31)

## **Shareholders & Investors Communication Policy**

### **1. Purpose**

This Policy aims to ensure and strengthen the communications between the Company and shareholders, both individual and institutional, and its investors.

### **2. General Policy**

The Company believes that effective shareholders communication policy could let shareholders and investors grasp the Company's information in a better way. Under a reasonable and practicable situation, shareholders and investors could, through channels such as by post and electronic communications, obtain the latest information of the Company.

Corporate communication of the Company is provided in plain language in both English and Chinese versions and easy to understand typesetting arrangement to facilitate shareholders' and investors' understanding.

The Policy has been approved by the Board of the Company and the Board shall update and amend the Policy from time to time.

### **3. Communication Scope**

#### **3.1 Corporate Website**

The Company has set up its website, [www.casil-group.com](http://www.casil-group.com). Information on the website is updated on a timely manner to ensure a rapid, fair and transparent disclosure of the Company's information.

The Company has been following the requirements of the Listing Rules of The Stock Exchange of Hong Kong Limited, all corporate communications including announcements, circulars to shareholders, financial reports, notice of shareholders' meetings released by the Company are posted on both websites of the Hong Kong Exchanges and Clearing Limited and the Company at the same time in order to let shareholders and investors access to the Company's latest information as early as possible in different channels.

The Company will publish information of the Company or its subsidiaries from time to time, such as internal events, activities or frequent ask questions. This information is not price sensitive information nor announcement as required by the Listing Rules, so that the shareholders and investors can grasp the Company's situation and corporate culture.

The Company has set up a specific email address, [public@casil-group.com](mailto:public@casil-group.com), for shareholders and investors to make general enquiries.

### **3.2 Shareholders' Meetings**

Shareholders' annual general meetings and other extraordinary general meetings have long been the Company's highest decision-making organisation. They are also main platforms of immediate communications between the Company and each shareholder. The Company encourages shareholders to actively participate in general meetings and to perform their duties as shareholders in exercising their votes in material transactions and express their opinions about business of the Company. If they are unable to attend the meetings, they can appoint proxies to attend and vote at meetings for and on their behalf.

The Company generally holds the annual general meeting in May or June every year. Notice of which will be made beforehand according to related rules. Resolutions of the Company and the subsidiaries' financial report, re-election of directors, determination of directors' remuneration, re-election of auditors and authorize directors to determine their remuneration, authorize the Board a general mandate to issue and repurchase shares, etc. are put forward in the meeting for shareholders' approval. Extraordinary general meetings are held if necessary. Any shareholder requests the summon of extraordinary general meeting to consider special business shall, according to requirements of the Companies Ordinance of Hong Kong and the Company's Articles of Association, propose a request to the Company. Requirements of which could be downloaded from the Company's website, [www.casil-group.com](http://www.casil-group.com).

Board members, including committees' chairmen or members, and relevant management executives shall attend shareholders' meetings to receive shareholders' opinion and answer questions. Auditors shall attend shareholders' annual general meeting to answer shareholders' questions.

At the general meetings, the Company shall provide adequate time for shareholders to raise their questions and that shall be answered by directors or management. The share registrar of the Company shall be responsible as scrutineer of vote taking. Poll results of which shall be published on the websites of both Hong Kong Exchanges and Clearing Limited and the Company on the same day.

### **3.3 Corporate Communications**

The Company has posted the documents of Memorandum and Articles of Association, Terms of Reference of various committees, Procedures for Shareholders Propose a Person for Election as a Director, Shareholders & Investors Communication Policy etc. on both the websites of Hong Kong Exchanges and Clearing Limited and the Company for the download by shareholders and investors.

The Company has included its business and results of respective reporting periods in both annual and interim reports, whereas the environment, social and governance (“ESG”) reports set out the relationship between the Company’s core businesses and ESG matters, and that are main communication channels with shareholders.

The Company’s announcements and shareholders’ circulars shall record particular disclosures of the Company, if necessary and according to the situation, circulars shall include valuation report, report from independent board committee, report from independent financial advisor, auditor’s report, etc., to let shareholders have an understanding of detailed information of matters to be approved.

For the sake of reduction of resources waste, the Company encourages the use of electronic version and only print a limited number of copies of interim and annual reports (including the ESG reports). Should investors really need hard copies, please email with the addressee and his/her address to [comsec@casil-group.com](mailto:comsec@casil-group.com) for a copy.

### **3.4 Shareholders Communication Channels**

Corporate communications of the Company includes announcements, circulars to shareholders, annual report (including the ESG reports) and interim report, etc., all of which shall be posted on both the websites of Hong Kong Exchanges and Clearing Limited and the Company. Besides announcements, other corporate communications shall be sent to all shareholders by post. Shall there be any changes in correspondence address, shareholders should contact the Company’s share registrar.

### **3.5 Communications with Institutional Investors**

The Company welcomes institutional investors for continual discussions and communications on matters of the Company’s development and shall organize various activities such as results presentation, roadshow and analysts meetings in an appropriate manner in order to facilitate the communications between the Company and investors.

Besides, the Company shall, through emails and individual contacts, keep in touch with institutional investors upon announcement of any disclosure of the Company and to answer investors’ enquiries.

## **4. Shareholders’ and Investors’ Enquiries**

The Company receives letters or phone enquiries from shareholders from time to time, the Company shall, in a reasonable and practicable manner, respond as quickly as possible. For matters concerning the Company’s shares and basic information of announcements, enquiries shall be put forward to the email of [comsec@casil-group.com](mailto:comsec@casil-group.com) while for matters concerning investor relations and enquiries from reporters, enquiries shall be put forward to the email of [investor.relations@casil-group.com](mailto:investor.relations@casil-group.com).

Contacts of the Company are as follows:

1103-07A, One Harbourfront,  
18 Tak Fung Street, Hung Hom,  
Kowloon, Hong Kong

Tel: (852) 2193 8888

Fax : (852) 2193 8899

email : [public@casil-group.com](mailto:public@casil-group.com)

website : [www.casil-group.com](http://www.casil-group.com)

Office Hours : 9:00a.m. to 5:30p.m.

Monday to Friday (except public holidays)

For matters regarding the Company's shares, such as share transfer, change of correspondence address, replacement of share certificate, shareholders shall put forward the enquiries to the Company's share registrar directly. Contact details are as follows:

Tricor Standard Limited  
17/F, Far East Finance Centre  
16 Harcourt Road  
Hong Kong

Tel : (852) 2980 1333

Fax : (852) 2810 8185

email : [is-enquiries@hk.tricorglobal.com](mailto:is-enquiries@hk.tricorglobal.com)

website : [www.tricoris.com](http://www.tricoris.com)

Office Hours : 9:00a.m. to 4:30p.m.

Monday to Friday (except public holidays)

Published on 23 March 2012 and  
amended on 23 November 2021 and 30 August 2022